



# LUTHER SPEIGHT & COMPANY, LLC

*Certified Public Accountants and Consultants*

REGISTRAR OF VOTERS  
FOR THE PARISH OF ORLEANS

FINANCIAL STATEMENTS  
TOGETHER WITH  
INDEPENDENT AUDITORS REPORTS

FOR THE YEAR ENDED DECEMBER 31, 2012

Under provisions of state law this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date OCT 09 2013

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# LUTHER SPEIGHT & COMPANY, LLC

*Certified Public Accountants and Consultants*

## INDEPENDENT AUDITOR'S REPORT

To the Honorable Dr. Sandra Wilson  
Registrar of Voters for the Parish of Orleans

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities of the Registrar of Voters for the Parish of Orleans (the Registrar) as of and for the year ended December 31, 2012 and the related notes to the financial statements, which collectively comprise the Registrar's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Continued,

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

As described in NOTE 2, the accompanying financial statements of the Registrar are intended to present the financial position and results of operation arising from the Registrar's appropriations from the City of New Orleans (the City) as of the date of this audit report. As such, the accompanying financial statements present only that portion of the general fund that is attributable to the transactions of the Registrar arising from the annual appropriation made by the City to the Registrar.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of the Registrar of Voters for the Parish of Orleans, as of December 31, 2012, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4-8 and 22 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Continued,

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2013, on our consideration of the Registrar's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Registrar's internal control over financial reporting and compliance.

A handwritten signature in black ink, appearing to read "Luther Speight & Co". The signature is fluid and cursive, with a large initial "L" and "S".

Luther Speight & Company CPAs

New Orleans, Louisiana  
June 28, 2013

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

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The Registrar of Voters for the Parish of Orleans' (the Registrar) management's discussion and analysis is intended to assist the reader in focusing on significant financial issues, provide an overview of the Registrar's financial activity, and identify changes in the Registrar's financial position and its ability to address the next and subsequent year challenges. It also identifies any material deviations from the financial plan and identifies individual fund issues or concerns. This is a requirement of the Governmental Accounting Standards Board Statement No. 34 (GASB 34) "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments" and is intended to provide the financial results for the fiscal year ended December 31, 2012.

The following is an illustration on how this financial report is presented.

MD&A Management's Discussion and Analysis (Required and Supplementary Information)
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Basic Financial Statements Government – Wide Financial Statements  Fund Financial Statements Notes to the Financial Statements
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Other Required Supplementary Information
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REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

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New Accounting Pronouncements Implemented

The Registrar implemented Governmental Accounting Standards Board (GASB) Statement 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position for the year ended December 31, 2012. GASB 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures. The reader will note a change in terminology from "net assets" to "net position".

As indicated in the illustration, GASB standards require the presentation of two basic types of financial statements: Government-Wide Financial Statements and Fund Financial Statements.

Government-Wide Financial Statements

The government-wide financial statements are new and provide a perspective of the Registrar as a whole. These statements use the full accrual basis of accounting similar to private sector companies. There are two government-wide statements: the Statement of Net Position and the Statement of Activities.

The Statement of Net Position, combines and consolidates governmental funds' current financial resources (short-term spendable resources) with the capital assets and long-term obligations, regardless if they are currently available or not.

Consistent with the full accrual basis of accounting, the Statement of Activities accounts for the current year revenues and expenses regardless of when cash is received or paid. The intent of this statement is to summarize and simplify the user's analysis of the cost of various services.

Fund Financial Statements

Under this basis of accounting, revenues are recorded when received except when they are measurable and available and therefore represent resources that may be appropriated. Expenditures are accounted for in the period that goods and services are used. In addition, capital asset purchases are expensed and not recorded as assets. Debt payments are recorded as expenditures in the current year and future debt obligations are not recorded.

The General Fund is the only fund of the Registrar. The General Fund is used primarily to account for the operations of the Registrar's office. Its revenues are derived from appropriations received from the City of New Orleans.

REGISTRAR OF VOTERS OF THE PARISH FOR ORLEANS  
NEW ORLEANS, LOUISIANA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

Financial Analysis of the Registrar

Summary of Net Position

ASSETS

	2012	2011
Cash	\$ 11,317	\$ 11,147
Due from City of New Orleans	17,002	-
Capital assets (Note 4)	16,449	30,307
Total Assets	<u>44,768</u>	<u>41,454</u>

LIABILITIES

Accounts Payable	4,140	6,183
Accrued Payroll	6,489	7,601
Compensated absences payable	27,112	23,384
Total Liabilities	<u>37,741</u>	<u>37,168</u>

NET POSITION

Net Investment in Capital assets	16,449	30,307
Unrestricted (Deficit)	<u>(9,422)</u>	<u>(26,021)</u>
Total Net Position	<u>7,027</u>	<u>4,286</u>

LIABILITIES AND NET POSITION

\$ 44,768	\$ 41,454
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Net positions can be separated into two categories. invested in capital assets and unrestricted net position. Invested in capital assets is a combination of capital assets at original cost less accumulated depreciation. The original cost of capital assets is \$106,083, which is an accumulation of capital assets acquired less any capital disposals. The accumulated depreciation is the accumulation of depreciation expense since acquisition. This balance reflects a total \$89,634 resulting in net fixed assets of \$16,449. In accordance with accounting principals generally accepted in the United States of America, depreciation expense is recorded on the original cost of the asset, less an estimated salvage value, expensed over the estimated useful life of the asset. The unrestricted net position is an accumulation of prior years' operating results. This balance is directly affected each year by the Registrar's operating results.



REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

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Results of Operations

	<u>2012</u>	<u>2011</u>
Program Revenues:		
Appropriations-City of New Orleans	<u>\$386,345</u>	<u>\$480,000</u>
Total program revenues	<u>\$386,345</u>	<u>\$480,000</u>
Expenses:		
Salaries and fringe benefits	364,128	376,118
Operating services	<u>40,169</u>	<u>102,404</u>
Total Expenses	<u>404,297</u>	<u>478,522</u>
Change in net position	<u>(\$17,952)</u>	<u>\$ 1,478</u>

As indicated above, net assets decreased by \$19,430. This decrease was in part due to a 5% budget cut imposed by the City of New Orleans during the 2012 year.

Capital Assets

At December 31, 2012, the Registrar had \$106,083 invested in furniture and equipment.

Furniture and Equipment	\$106,083
Less accumulated depreciation	<u>( 89,634)</u>
Net capital assets	<u>\$ 16,449</u>

Depreciation expense for the year is \$13,858.

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

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Budget

As required by state law, the Registrar adopts the original budget for the office prior to the commencement of the fiscal year which the budget applies.

Revenue Budget

The Registrar's actual general fund revenues were \$386,345

Expenditure Budget

The Registrar's actual general fund expenditures of \$392,341 were less than the current year's budget by \$15,649.

Contacting the Registrar Financial Management

This financial report is designed to provide citizens, taxpayers, customers, investors and creditors with a general overview of the Registrar's finances and demonstrate the Registrar's accountability for money it receives. If you have questions about this report or need additional information, contact Dr. Sandra L. Wilson, Registrar, at Room 1W23 City Hall, New Orleans, Louisiana 70112.

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
STATEMENT OF NET POSITION  
December 31, 2012

ASSETS

Cash	\$ 11,317
Due from City of New Orleans	17,002
Capital assets (Note 4)	<u>16,449</u>
Total Assets	<u>44,768</u>

LIABILITIES

Accounts Payable	4,140
Accrued Payroll	6,489
Compensated absences payable	<u>27,112</u>
Total Liabilities	<u>37,741</u>

NET POSITION

Net Investment in Capital assets	16,449
Unrestricted (Deficit)	<u>(9,422)</u>
Total Net Position	<u>\$ 7,027</u>

The accompanying notes are an integral part of these financial statements

**REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS**  
**Statement of Activities - Governmental Activities**  
**For the Year Ended December 31, 2012**

FUNCTIONS / PROGRAMS	Expenses	Program Revenues		
		Charges for Services	Operating Grants & Contributions	Net (Expenses) Revenue
Governmental activities:				
General government	\$ 404,297	\$ -	\$ 386,345	\$ (17,952)
Total governmental activities				<u>(17,952)</u>
General revenues:				
Interest income				<u>-</u>
Total general revenues and transfers				<u>-</u>
Changes in net position				<u>(17,952)</u>
Net position - Beginning of Year				<u>4,286</u>
Net position - adjustment				<u>20,693</u>
Net position - End of Year				<u><u>\$ 7,027</u></u>

The accompanying notes are an integral part of these financial statements

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
BALANCE SHEET - GOVERNMENTAL FUND  
December 31, 2012

ASSETS

Cash	\$ 11,317
Due from the City of New Orleans	<u>17,002</u>
Total Assets	<u>28,319</u>

LIABILITIES

Accounts Payable	4,140
Accrued Payroll	<u>6,489</u>
Total Liabilities	<u>10,629</u>

Fund Balance

Unrestricted	<u>17,690</u>
Total fund balance	<u>17,690</u>
Total liabilities and fund balance	<u><u>\$ 28,319</u></u>

The accompanying notes are an integral part of these financial statements

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 2012

PROGRAM REVENUES

Appropriations - City of New Orleans	\$ 386,345
Total program revenue	<u>386,345</u>

EXPENSES

Salaries and fringe benefits	364,128
Professional services	7,500
Dues and Subscriptions	350
Convention & Travel	3,475
Postage	211
Rents and Leases	5,274
Repairs and Maintenance	1,998
Telephone	2,528
Miscellaneous	885
Office Supplies	4,090
Office Furniture and Equipment	<u>1,802</u>
Total expenses	<u>392,241</u>
Net change in fund balance	(5,896)
Fund balance, beginning of year	<u>(7,595)</u>
Fund balance adjustment (See Note)	<u>31,181</u>
Fund balance, end of year	<u>\$ 17,690</u>

The accompanying notes are an integral part of these financial statements

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
December 31, 2012

Total fund balance-Governmental Fund	\$ 17,690
Amount reported for governmental activities in the Statement of Net Position is different because Capital assets used in governmental activities are not financial resources and therefore are not reported in the fund	16,449
Long-term liabilities are not due and payable in the current period therefore are not reported in the fund (Note 5)	
Compensated absences	<u>(27,112)</u>
Net assets (deficits) of governmental activities	<u>\$ 7,027</u>

The accompanying notes are an integral part of these financial statements

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES TO THE  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2012

Total net change in fund balance-Governmental Fund	\$ (5,896)
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Amounts reported for governmental activities in the  
Statement of Activities are different because  
The Governmental Fund reported capital outlays as  
expenditures whereas in the Statement of Activities  
these costs are depreciated over their estimated lives.

Depreciation expense	(13,858)
Capital outlays	1,802
	<u>(12,056)</u>

Change in net position of governmental activities	<u>\$ (17,952)</u>
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The accompanying notes are an integral part of these financial statements



REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS

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NOTE 1 – BACKGROUND

The Registrar of Voters for the Parish of Orleans (the Registrar) is a non-partisan subdivision of the State of Louisiana and is subject to the direction of the Commissioner of Elections. The Registrar is responsible for the registration of voters and for the administration and enforcement of the laws, rules and regulation of the State of Louisiana and the Louisiana Civil Service Commission and after appointment can only be removed by majority vote of the State Board of Election Supervisors for conviction of a felony or specific types of conduct, as set forth in Louisiana Revised Statute 18:53.

Basis of Presentation

The accompanying financial statements of the Registrar have been prepared in conformity with accounting principals generally accepted in the United States of America applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Special-Purpose Financial Statement Presentation

The accompanying special-purpose financial statements include only the appropriations received by the Registrar from the City of New Orleans (the City). As provided by Louisiana Revised Statutes 18:55-59, the State pays, through the Commissioner of Elections, a portion of the salary of the Registrar, the Chief Deputy, and the Confidential Assistant, and one-half of the salaries of the regular employees for each year plus related retirement and other benefits. This compensation is paid directly by the State to the Registrar and its employees and is not included in the accompanying special-purpose financial statements. As such, the accompanying financial statements present only that portion of the general fund that is attributable to the transactions arising from the City's appropriations to the Registrar.

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS

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Continued,

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES  
CONTINUED

In accordance with Governmental Accounting Standards Board pronouncements, the Registrar reports its net position in three separate categories, 1) permanently restricted 2) temporarily restricted and 3) unrestricted.

Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation.

Permanently Restricted Net Position – results when constraints placed on the net assets use are either externally imposed by creditors, grantors, contributions, and the like, or imposed by the law through constitutional provisions or enabling legislation. At December 31, 2012 the Registrar had no restricted net assets.

Temporarily restricted net position include realized gains and losses, investment income and gifts and contributions for which donor-imposed restrictions have not been met.

Unrestricted Net Position – consist of net assets which do not meet the definition of the two preceding categories. Unrestricted net position often are designated to indicate that management does not consider them to be available for general operations. Unrestricted net position often have constraints on resources which are imposed by management, but can be removed or modified.

The Statement of Activities – demonstrates the degree to which the direct expenses of a given function or segments are offset by the program revenues. Direct expenses are those that are clearly identifiable within a specific function. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from the goods, services, or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not meeting the definition of program revenues are instead reported as general revenue.

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS

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Continued,

Fund Accounting

The Registrar uses a fund (General Fund) to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

The fund of the Registrar is classified as a governmental fund (General Fund), which accounts for the Registrar's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition of fixed assets.

Government-Wide Financial Statements (GWFS)

The Statement of Net Position and the Statement of Activities display information about the reporting government as a whole. These statements include all the financial activities of the Registrar arising from appropriations from the City of New Orleans.

The GWFS were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed).

Fund Financial Statements (FFS)

Governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (i.e. revenues and other financing sources) and uses (i.e. expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the governmental-wide statements and the statements for the governmental funds are prepared. Governmental fund financial statements therefore include reconciliation with brief explanations to better identify the relationship between the governmental-wide statements and statements for governmental funds.

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS

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Continued,

The focus of governmental fund financial statements is on major funds than reporting funds type. Each major fund is presented in a separate column. At December 31, 2012, the general fund is the only major fund of the Registrar.

The General Fund is maintained on the modified accrual basis of accounting wherein revenues are recognized in the accounting period in which they become available and measurable. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Operating Budget

The Registrar adopts a budget (appropriation request) on a calendar year basis for consideration by the City of New Orleans in the preparation of their operating budget of expenditures. The Registrar's budget is submitted to the City prior to November 1. The City advertises, holds hearings, and not later than December 1, the budget is legally enacted through passage of an ordinance. Appropriations for the Registrar's office are listed under the Judicial and Parochial as separate line items.

Cash Account

Cash consists solely of demand deposits fully secured by Federal deposit insurance.

Vacation and Sick Leave

Employees of the Registrar earn and accumulate vacation and sick leave at varying rates according to their years of service. The amount of vacation and sick leave that may be accumulated by each employee is limited. Upon termination, employees or their heirs are compensated for up to 300 hours of unused vacation leave at the employees' hourly rate of pay at the time of termination. Upon retirement, unused vacation leave in excess of 300 hours plus unused sick leave are used in computing retirement benefits. The liability for unused vacation leave payable at December 31, 2012, is \$27,112.

REGISTRAR OF VOTERS OF THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS

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Continued,

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from those estimates.

Capital Assets

Capital assets are valued at historical cost (at the time purchased), or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their fair market value on the date received.

Depreciation has been provided over estimated useful lives of the assets using the straight-line method. The estimated useful lives of furniture and equipment are 5 years.

Depreciation expense for the year ended December 31, 2012 is recorded at \$13,858.

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
(CONTINUED)

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NOTE 3 – PENSION PLAN

Substantially all of the employees of the Registrar's office are members of the Registrars of Voters Employees' Retirement System ("System"), a cost-sharing multiple-employer defined benefit pension plan, controlled and administered by a separate board of trustees.

All regular employees under the age of 55 at the time of original employment are required to participate in the System. Employees are eligible to retire at or after age 60 with at least 10 years of creditable service, or at or after age 55 with at least 20 years of credited service, or at any age with at least 30 years of creditable service. Upon retirement, members are entitled to a basic retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of credited service, not to exceed 100 percent of their final-salary. If retirement occurs with less than 20 years of service, the basic benefit stated above is reduced 3 percent for each year that retirement precedes age 65.

Final-average salary is the employee's average salary over the 36 consecutive of joined months that produce the highest average. Employees who terminate with at least 12 years of service and who do not withdraw their employee contributions may retire at or after age 60, or at or after age 55 with at least 20 years of service at termination, and receive the benefit accrued to their date of termination, reduced as indicated, if applicable. The System also provides death and disability benefits. Benefits are established by State statute. The System issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Registrar of Voters Employees' Retirement System of Louisiana, Post Office Box 57, Jennings, Louisiana 70546

REGISTRAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
(CONTINUED)

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**NOTE 4 – CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended December 31, 2012 are as follows:

	Beginning Balance	Additions	Disposals	Ending Balance
ASSETS				
Furniture & Equipment	\$ 104,281	\$ 1,802	\$ -	\$ 106,083
Accumulated Depreciation	(75,776)	(13,858)	-	(89,634)
NET INVESTMENT IN CAPITAL ASSETS	<u>\$ 28,505</u>			<u>\$ 16,449</u>

**NOTE 5 - SUBSEQUENT EVENTS:**

The Registrar is required to evaluate events or transactions that may occur after the statement of financial position date for potential recognition or disclosure in the financial statements. The Registrar performed such an evaluation through June 28, 2013, the date which the financial statements were available to be issued, and noted no subsequent events or transactions that occurred after the statement of net position date requiring disclosure.

**NOTE 6 – FUND BALANCE AND NET POSITION ADJUSTMENTS**

The Registrar recorded a fund balance and net position adjustment to reflect the affects of prior year journal entries that were not posted to the general ledger. The adjustments were \$31,181 and \$20,693 respectively.

**NOTE 7 – ECONOMIC DEPENDENCE**

The Registrar received substantial funding from the appropriations from the City of New Orleans. The City of New Orleans is required by the State of Louisiana and the City's charter to fund the operations of the Registrar. However, the operations of the Registrar is economically dependent upon the continuation of this funding.

## SUPPLEMENTAL INFORMATION



REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
BUDGETARY COMPARISON SCHEDULE-GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b><u>PROGRAM REVENUES</u></b>			
Appropriations - City of New Orleans	\$ 407,890	\$ 386,345	\$ 21,545
Total program revenue	\$ 407,890	386,345	21,545
<b><u>EXPENDITURES</u></b>			
Salaries and fringe benefits	362,890	364,128	(1,238)
Professional services	8,000	7,500	500
Printing	5,400	-	5,400
Dues & Subscriptions	500	350	150
Convention & Travel	4,000	3,475	525
Rent	3,000	5,274	(2,274)
Postage and freight	15,000	211	14,789
Insurance	100	-	100
Repair and maintenance	1,000	1,998	(998)
Telephone	4,000	2,528	1,472
Miscellaneous	-	885	(885)
Office supplies	4,000	4,090	(90)
Office Furniture & Equipment	-	1,802	(1,802)
Total expenses	407,890	392,241	15,649

The accompanying notes are an integral part of these financial statements

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
SUMMARY OF AUDITOR'S RESULTS

FOR THE YEAR ENDED DECEMBER 31, 2012

Section I – Summary of Auditor's Results

*Financial Statements*

An unqualified opinion was issued on the financial statements of the auditee.

Internal Control Over Financial Reporting.

Material weakness(es) identified?      ☐ yes    ☒ no

Significant deficiency(s) identified  
not considered to be material weaknesses?      ☐ yes    ☒ no

Noncompliance material to financial statements noted?      ☐ yes    ☒ no

Federal Awards (Not Applicable)

Internal control over major programs:

Material weakness(es) identified?      ☐ yes    ☒ no

Significant deficiency(s) identified  
not considered to be material weaknesses?      ☐ yes    ☒ no

Any audit findings disclosed that are required to be  
Reported in accordance with Circular  
A-133, Section 510(a)?

☐ yes    ☒ no



## LUTHER SPEIGHT & COMPANY, LLC

Certified Public Accountants and Consultants

### INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Dr. Sandra Wilson  
Registrar of Voters for the Parish of Orleans

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities of the Registrar of Voters for the Parish of Orleans (the Registrar) as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise Registrar's basic financial statements, and have issued our report thereon dated June 28, 2013.

#### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Registrar's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Registrar's internal control. Accordingly, we do not express an opinion on the effectiveness of the Registrar's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Continued,

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Registrar's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose

This report is intended solely for the information and use of the Registrar, its management, the City of New Orleans and the Legislative Auditor of Louisiana and should not be used by anyone other than these specified parties. Under Louisiana Revised Statutes 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.



New Orleans, Louisiana  
June 28, 2013

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE YEAR ENDED DECEMBER 31, 2012

There were no findings identified as a result of the current year's audit.

REGISTAR OF VOTERS FOR THE PARISH OF ORLEANS  
NEW ORLEANS, LOUISIANA  
UPDATE OF PRIOR YEAR FINDINGS  
FOR THE YEAR ENDED DECEMBER 31, 2012

There were no prior year findings